

VRIS UPDATE

Discover the Job that Works for You Booklet August 3, 2007 Number 93

SUMMARY OF UPDATES

The Discover the Job that Works for You Booklet has been revised. There have been a number of formatting updates. The following content has been revised:

On page 12 the work considerations have been rearranged. Personal Health and Work Restrictions appear first on the list. This was at the suggestion of the Area Administrators. This places emphasis on disability related work considerations.

Page 26 has been revised. The revision was to emphasize the importance of completing this page with the consumer. The revision provides additional guidance as to what needs to happen after the consumer completes Step 1.

Page 28 was revised to place more emphasis on the use of adaptive equipment while completing the career exploration activities.

Page 30 and 31 are available as a stand-alone and have been sent to the offices. The two pages are front-to back. These can be used when the consumer is having a difficult time deciding on a job goal. By completing a document for all the jobs a consumer is considering a visual comparison can be used to assist in their making a decision. Additionally if the consumer is considering a different job goal the stand-alone can be used and compared against the information previously completed in Step 1.

Page 32 and 33 in the previous version of the Booklet have been removed. Staff felt the completion of these pages was a duplication of what occurred when completing the IPE. The primary reason for having these pages was to ensure consumers were aware of all the services available to them. Now that the IPE is included in the Booklet the information is available to the consumer and these pages are no longer necessary.

In Step 4 the Services and Benefits form has been included. The Hotline for Disability Services, page 37, has been perforated. This page should be removed from the Booklet and given to the consumer. The consumers will now have the instructions to search the Hotline on their own if they choose.

The content for Understanding Your Individualized Plan for Employment and the Completing Your Individualized Plan for Employment has been revised to eliminate duplicate information found in the IPE Terms. The IPE Job Goal, IPE VR Provided Services, IPE Community Services, IPE Supports, and IPE Terms have been perforated. After completing the IPE and obtaining the required signatures a copy of the IPE Job Goal and IPE Service and Supports forms must be copied and the copy given to the consumer. VR maintains the original. The IPE Community

Services and IPE Supports would only be copied and given to the consumer if there were services listed on them. The IPE Terms should be removed from the Booklet and given to the consumer. There is no need for VR to maintain a copy of IPE Terms.

VRIS POSTING

The cover page of the Booklet has been placed on VRIS. There is no electronic version of the Booklet.

TEAM COMMUNICATION

Office Directors should discuss the revisions made to the Booklet at their next Team Meeting. Any copies of the Booklet dated 12/2006 should be destroyed. Staff should immediately begin using the Booklet dated 6/2007.

LEADERSHIP CONTACT

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